



WATER QUALITY SPECIALIST

Purpose:

To actively support and uphold the City's stated mission and values. To perform a variety of technical duties involved in the sampling and biological analysis of water quality throughout the City's water storage, treatment and distribution systems.

Supervision Received and Exercised:

Receives general supervision from the Laboratory Supervisor or from other supervisory or management staff.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Collect drinking water samples and conduct a variety of chemical, biochemical and bacteriological tests including chlorine content, turbidity, alkalinity and hardness; analyze samples for bacterial content.
- Operate a variety of laboratory equipment including pH meters, turbidimeters, colorimeters, microscopes, incubators, autoclaves, calculators and computers; prepare solutions and reagents for various chemical analyses; maintain, clean and care for laboratory equipment and materials.
- Coordinate the activities related to the ADEQ mandated quarterly drinking water monitoring and sampling program. Sample the City water production plants and wells for a variety of tests. Collect samples from other sample vaults throughout the water production/distribution infrastructure for chlorine residual, total coliform and disinfection byproducts monthly and quarterly. Coordinate a schedule for the needed quantity and timing of sampling with City staff and SRP representatives; gather, handle, test, and document results for needed samples.
- Use proper techniques to ensure that all samples collected are properly preserved and identified for submittal to the laboratory for analysis.

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- Conduct water quality inspections of new main connections to the City water distribution system for compliance with Maricopa Association of Governments (MAG) requirements for disinfection, detention time and water quality, following MAG requirements. Coordinate sampling times and communicate specifics of each site along with test results with City Engineering associates.
- Investigate water customer complaints as a first-line customer service responder; schedule field visits, gather samples, conduct tests, analyze and report results, and coordinate remedial action as appropriate.
- Conduct and coordinate special projects with outside sources such as consultants and universities.
- Operate and maintain a vehicle; fuel and maintain proper fluid levels; report necessary repairs to appropriate maintenance staff; operate a two-way radio.
- Maintain quality control records (chain of custody forms, logbooks, and laboratory workbooks), calculate data, enter data into a LIMS database, prepare new main inspection reports and interpret results. Aids in preparing the water sampling plans and writes compliance reports. Reviews and revises SOP's within work area.
- Communicate with supervisor, laboratory personnel, other city departments, the general public, and contractors.
- Reviews and researches regulations, procedural updates and water quality issues to stay current on changes.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of responsible water treatment or laboratory experience.

Training:

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Equivalent to the completion of the twelfth grade supplemented by specialized training in chemistry, bacteriology, biology or a related field. A basic working knowledge of word processing, spreadsheets and MS Access data software is desirable.

Licenses/Certifications:

Requires the possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Requires the possession of, or ability to obtain, a Grade I Water Treatment or Water Distribution System Operator's Certification from the Arizona Department of Environmental Quality (ADEQ) within six months of hire. Must be able to complete OSHA 40-hr Hazwoper certification with 18 months of hire.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.

Job Code: 6440

FLSA: Non-Exempt